



DEPARTMENT OF DEVELOPMENTAL SERVICES - NORTH REGION
JOB OPPORTUNITY
(DSW1) ASSISTANT CAMP DIRECTOR
Positions to run from approximately June 5th through August 7th
CAMP QUINEBAUG IN KILLINGLY

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Public
Job Title: (DSW1) Assistant Camp Director
Location: Camp Quinebaug in Killingly
Job Posting No: 111236
Hours: 35 hours weekly
Salary: Starting at \$19.70/hr

Closing Date: May 2, 2015

Examples of Duties: Assists in all operations and functions of Camp Quinebaug. Plans, coordinates and assists in managing day camp programs; supervises assigned staff and volunteers; responsible for care and safety of all program participants; prepares reports and monitors supplies and equipment; instructs others in coordinated care of campers; trains staff in camp operations and camper care; communicates with families and school district personnel; assists in implementing staff directives; performs related duties as required.

**MINIMUM QUALIFICATIONS REQUIRED
KNOWLEDGE, SKILL AND ABILITY:**

Must be certified in CPR for the Professional Rescuer, must be age 21 or older, shall not have been convicted of any offense involving moral turpitude and be of good character, shall be certified as mentally competent by a physician, shall not use improperly any narcotic or controlled drug, shall have had at least sixteen (16) weeks of administrative or supervisory experience in an organized camp OR already served at least one (1) summer as a Camp Director.

Must successfully complete training in the following classes:

Valid C.P. R. Certification
Annual Abuse & Neglect Training for children and adults
DDS P.M.T. Training
DDS Infection Control
DDS Water Safety Training
Emergency Preparedness Training
Fire Safety Training

Note: Must be approved to serve in this capacity by the Department of Public Health. A separate application must be completed for the selected candidate. A valid physical exam conducted no more than 36 months prior to 8/8/2015 must be provided prior to employment.

Application Procedure:

Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at www.das.state.ct.us/exam. Applicants must include two letters of reference by the closing date above.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

All application materials must be received by 11:59pm on the closing date indicated above

Incomplete application materials will not be considered.

Send application materials to:

**Department of Developmental Services – North Region
155 Founders Plaza/255 Pitkin Street – 2nd Floor – East Hartford, CT 06108
Attn: Recruiter**

**Email: DDS.NR.Recruiting@ct.gov Phone: (860) 263.2623 Fax: (860) 706.1420
Application materials can be emailed, faxed or mailed**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities and persons with disabilities